



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

CN# 17-10
USDA: SP 44-2009

MEMORANDUM

To: School Health & Nutrition Program Sponsors

From: Tina Herzog, Acting Deputy Associate Superintendent
Arizona Department of Education, Health & Nutrition Unit

Original Signed

Nicholas Dunford, Financial Services Director
Arizona Department of Education, Health & Nutrition Unit

Date: October 21, 2009

RE: Guidance in Crediting for, and Use of, Donated Foods in Contracts with Food Service Management Companies

This memorandum is a reminder that CN#10-10 was posted on 9/15/2009. CN#10-10 was a revision that included a more comprehensive and clearer guidance in crediting for, and use of, donated foods in contracts with food service management companies (FSMC). It is located at: www.azed.gov/health-safety/cnp/nslp/Memos/Memos09-10/. The most significant changes to the memorandum included:

- Under the section, “Crediting for the Value of Donated Foods,” new subsections that include new or revised Q&As on such crediting in processed end products, and in cost-reimbursable contracts.
- An expansion of the section, “FSMCs and Processors,” including additional Q&As to address requirements for the use of, and crediting for, donated foods for school food authorities that have contracts or agreements with both types of commercial enterprises.
- The addition or revision of the following Q&As: Q20, Q21, Q22, Q23, and Q33.

If you have any questions regarding this memo, you may contact Contracts Management Officer, Ellen Pimental at (602) 542-6208 or email at Ellen.Pimental@azed.gov.